

Adopted: May 23,1995

ACADEMIC SENATE  
OF  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, California

AS-439-95/IC  
RESOLUTION ON  
CHANGE OF GRADES

WHEREAS, The current policy for change of grades (AS-384-92), enacted by the Academic Senate in 1992, has met the goals of the original resolution in the vast majority of cases; and

WHEREAS, Small numbers of exceptions to this policy do occur which require administrative decisions; therefore, be it

RESOLVED: That grade changes beyond the one-year time limit will be recorded automatically when a documented administrative or university error has occurred and the Office of Academic Records has received evidence supporting the exception; and, be it further

RESOLVED: That a subcommittee of three faculty representatives to the Instruction Committee will meet quarterly to review all exceptional cases, such as those which exceed the time limits of AS-384-92, are not administrative or university error, are not clearly documented, or are otherwise appealed by a faculty member, department chair/head, and dean; and, be it further

RESOLVED: That the faculty subcommittee will prepare instructions to the Registrar regarding the case.

Proposed by the Academic Senate  
Instruction Committee  
April 11, 1995  
Revised April 19,1995  
Revised May 9,1995

State of California  
Memorandum

To: Harvey Greenwald  
Chair, Academic Senate

Date: July 24, 1995

From: Warren J. Baker  
President

Copies: R. Koob

Subject: AS-439-95/IC Resolution on Change of Grades

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Thank you for forwarding to me the AS-439-95/IC Resolution on Change of Grades. I hereby accept and approve said resolution. By copy of the memorandum, I am asking the Vice President for Academic Affairs to implement this resolution.

Please express my appreciation to the Academic Senate for their attention to this matter.